

**STILLWATER COUNTY  
COMMISSIONER MINUTES**

<p><b>Notice:</b> These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).</p>
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**REGULAR MEETING  
October 19 2021**

**PRESENT** Commissioners Mark Crago, Chair, Tyrel Hamilton, Steve Riveland, members, Shannon Fisher Admin Assistant.

Others Present: Kevin Ray, Road & Bridge; Forrest Mandeville, Planning; Christine Baker, Planning; Kisha Miller, City of Columbus; Joe Morse, Finance; Marlo Pronovost, Stillwater County News; Travis West, Engineering West; Tom Kelly, Northstar Land; Citizens – Myron Gross, Nancy Gross

**PLEDGE** Commissioner Crago opened the meeting with the Pledge of Allegiance.

**MINUTES** September 7, 2021. Commissioner Hamilton **MOVED** to approve the minutes as presented. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

**CLAIMS** 108152 through 108283 in the amount of \$275,375.14. Commissioner Riveland **MOVED** to approve claims 108152 through 108283 in the amount of \$275,375.14. Commissioner Hamilton **SECONDED**. No discussion. Motion passed unanimously.

**ANNOUNCEMENTS** Commissioner Crago announced the Joe Morse will be retiring and his last day will be October 22, 2021. Commissioner Crago thanked Joe on behalf of the board for his 19 years of service and he will be missed.

**FILE ITEMS** **Absarokee Sewer**  
A) Completeness determination for Montana Pollutant Discharge Elimination System Permit #MT0021750

**DES/911**  
A) MT 911 grant program quarterly progress report

Commissioner Hamilton **MOVED** to file the file items. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

**REGULAR BUSINESS** **Airport Board**  
A) Invoice request for payment No. 3 for the airport pavement maintenance project. Commissioner Riveland **MOVED** to approve invoice request for payment No. 3 for the airport pavement maintenance project. Commissioner Hamilton **SECONDED**. Discussion – Kisha Miller stated that the total cost is \$3839.84 which is basically the engineering costs. Motion passed unanimously.

B) Board recommendation to utilize the authorized amount of \$13,000.00 CARE’s Act grant for debt service to airport loan No. A4153. Commissioner Hamilton **MOVED** to approve board recommendation to utilize the authorized amount of \$13,000.00 CARE’s Act grant for debt service to airport loan No. A4153. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

C) Board recommendation to apply for a Covid Relief Grant in the amount of \$30,000.00 and use for debt service for the airport. Commissioner Riveland **MOVED** to approve board recommendation to apply for a Covid Relief Grant in the amount of \$30,000.00 and use for debt service for the airport. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago explained that this is for the rebuild of the runway. Kisha Miller further explained that the funds are being use to try and pay down the loan amount that was used for this project. Commissioner Crago added that the board that is making the recommendations for these agenda items is the airport board. Motion passed unanimously.

### **Planning**

A) Holbert subsequent minor subdivision. Forrest Mandeville explained that the Commissioners should have a project overview and project breakdown summary. Forrest went over the attached memo with the Commissioners. Forrest pointed out that there are three deeds of trust attached to the properties. These will need to be satisfied or have the lienholders consent prior to final plat approval. The planning board recommended approval of this subdivision with the conditions listed on the attached memo. Commissioner Hamilton **MOVED** to conditionally approve Holbert subsequent minor subdivision. Commissioner Riveland **SECONDED**. No discussion. Motion passed unanimously.

B) Hillbrook Phase 4 variance request. Forrest Mandeville read the attached project application summary. The variance request is for relief from the requirement to pave internal roads and for the county to allow roads to be built with easements serving potential future developments. Commissioner Riveland **MOVED** to approve the planning board's recommendation to grant the variance request. Commissioner Hamilton **SECONDED**. Discussion – Travis West stated that when this was originally submitted to the planning board road plans were submitted, however, the plans did not show the roads terminating north to lot 40 to a dead-end field. This was an oversight. The developers did not propose the development of lot 40. Lot 40 is where the developer's home is and legal and physical access is provided off Old Mill Road. During the planning board meeting the homeowner's association expressed that they did not want those extended as it would be and extended cost to them for maintenance in the future. The homeowner's association asked that this variance be approved. Easements will be provided should they be needed in he future. Motion passed unanimously.

### **Commission**

A) Valley Creek bridge MCEP planning grant. Commissioner Hamilton **MOVED** to approve Valley Creek bridge MCEP planning grant. Commissioner Riveland **SECONDED**. Discussion – Commissioner Crago explained that this is a planning grant that is available to study Valley Creek Bridge to try and get it into a future TSEP program. Last year there was more money in the TSEP program than there were projects. That money has been rolled over to this year as well as new funds being added. The county believes that the Valley Creek bridge would a good project. This planning grant will get this project ready to present to TSEP for approval. Commissioner Hamilton stated that this bridge is one of the last few bridges in the county that needs to be replaced. Kevin Ray added that this bridge is listed in the CIP for replacement. Commissioner Hamilton also added that his grant is a fifty-fifty match with a \$15,000.00 match for the grant and \$15,000.00 for the county for a \$30,000.00 total. Motion passed unanimously.

**PUBLIC COMMENTS ON COUNTY BUSINESS** – Myron Gross asked if the county had granted \$5000.00 to three different entities and if that money was still earmarked for each community. Commissioner Hamilton responded yes and the money is set aside in its own fund and will be available until a non-profit or community organization applies for the funds and the funds are specifically earmarked for each community. The community cannot apply a second time and receive a grant from these funds. This is for community minded projects. Fishtail received funds for their park and Rapelje is working on their community center. The funds are being given to non-profits and community organizations, not individual businesses. Myron mentioned that one project he keeps hearing about is the sidewalk in front of the school. Commissioner Hamilton responded that project was identified in the CIP and the county is currently working

on a grant for the project from the next round of ARPA funds to work on wastewater removal. Commissioner Crago noted that typically sidewalks are the responsibility of the landowner, which in this case is the school. Myron asked if the \$5000.00 could be used to help fix the sidewalks. Commissioner Crago responded that it could be if it received the proper support. The applications that were received for the grants that have been approved had provided community support documentation. The preference for these grants has been for nonprofit groups and the school is not a nonprofit group. Commissioner Hamilton stated that the school could apply for the grant if the community supported the use of the funds for that project. If there are any questions regarding the grant, Stephanie Ray has the resources and the answers as to what would be preferred for projects. Myron asked if Stephanie is the county planner. The commissioners responded yes. Myron asked if the county has two planners. Commissioner Riveland responded that Stephanie is our Economic Development Coordinator. Commissioner Hamilton responded that Forrest is the contract planner for the county who does the subdivision reviews and that the county has a planning department which is Stephanie Ray. Myron asked how many people are in the county planning department. Commissioner Hamilton responded that Stephanie Ray is the planning department and that she has one admin support. Myron stated then that would be two and Forrest would make three. Commissioner Hamilton responded that Forrest only works on contract and he only works on projects. Myron asked if Forrest could speak on behalf of the planning staff. Commissioner Riveland responded that it would have to come from Stephanie. Commissioner Hamilton added that Forrest would present things to the planning board who make the recommendations. Myron stated that things have happened and it is quoted as saying that Forrest is the staff and recommendations he makes. If the planning staff is one person and there is only one person and he represents himself. Commissioner Hamilton responded that it is his understanding that Forrest and Stephanie get together and review things together with Stephanie being the county planning department and Forrest being the contract planner for subdivision review and similar issues and they have a discussion before items are presented to the county planning board. Commissioner Hamilton will work on clarifying this. Myron responded that would be good to know. Commissioner Crago stated that the Commissioners will clarify the flow.

**With no further comments heard the meeting was adjourned at 9:37 a.m.**

APPROVED BY: /s/ Mark Crago, Commissioner Chairman

ATTEST: Heidi L. Stadel, Clerk and Recorder